

Withdrawal from the University of Massachusetts Amherst

Part I – To be completed by the student

Last Name	First	Middle	Major	Class	Student ID		
Campus or Local Address				Local Phone Number			
Home Address		City	State	Zip	Home Telephone Number		
Check your reason(s) for seeking withdrawal:			<input type="checkbox"/> Personal	<input type="checkbox"/> Health	<input type="checkbox"/> Financial	<input type="checkbox"/> Academic	<input type="checkbox"/> Military
Other _____			On what date did you last attend classes this semester? _____				
Do you intend to return to the University?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Undecided		
<u>Before withdrawing:</u> You must check out of your room and return your key. The Meal Plan Office will be informed of your withdrawal and will calculate the appropriate refund, based on your last use of the meal plan. Also, remember to return all University-owned property (athletic, lab, ROTC, AV equipment, keys, library books, etc.) and pay any outstanding university bills (library fines, loans, etc.) before you leave. Debts unpaid or equipment not returned will stop the issuance of any refund owed, cause additional bills to be sent to you later, and/or block your future readmission to the University.							
Student Signature (required)					Date		

Part II -To be completed by the Medical Director for Health Withdrawals

The Effective Date for this withdrawal is: _____	
This Effective Date is based on last attendance of classes . It determines the refund of University tuition and fees. Housing and meal plan refunds are determined separately, based on the student's last use of those services.	
The student is advised that s/he is eligible for readmission no earlier than: _____ <input type="checkbox"/> Pending health review	
Readmission requires submission of a readmission application by the deadline of April 1st for Fall or Oct 15th for Spring semester. See the instructions for more information.	
Signature of the Medical Director	Date

Part III – To be completed by the student’s Academic Dean for All Withdrawals

The Effective Date for this withdrawal (other than medical withdrawal) is: _____	
This Effective Date is based on last attendance of classes . It determines the refund of University tuition and fees. Housing and meal plan refunds are determined separately, based on the student's last use of those services.	
The student is advised that s/he is eligible for readmission no earlier than: _____	
Readmission requires submission of a readmission application by the deadline of April 1st for Fall or Oct 15th for Spring semester. See the instructions for more information.	
Does this semester count as one of the ten permitted for completion of degree requirements? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do grades count? <input type="checkbox"/> Yes* <input type="checkbox"/> No* *Applicable prior to the last day of classes.	
Signature of Academic Dean	Date

Part IV- To be completed by the Dean of Students Office staff

Signature of the Dean of Students Office staff	Date
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